

**U .S. DEPARTMENT OF JUSTICE
CRIMINAL DIVISION
OFFICE OF ENFORCEMENT OPERATIONS
INTERNATIONAL PRISONER TRANSFER UNIT
TRIAL ATTORNEY/GS-13 -GS-15
06-CRM-OEO-039**

About the Office:

The Criminal Division of the U.S. Department of Justice, is seeking an experienced attorney for the International Prisoner Transfer Unit (IPTU), Office of Enforcement Operations, Washington, D.C.

The IPTU is responsible for administering the International Prisoner Transfer Program. The primary responsibility of the IPTU is to process, review, and decide the transfer requests submitted by foreign prisoners serving sentences in American prisons who are seeking to transfer to their home countries to serve their sentences, as well as requests submitted by American prisoners serving sentences in foreign prisons who are seeking to transfer to the United States to serve their sentences. The review process that resides in OEO is mandated by treaties or other bilateral or multilateral agreements and is authorized by Congress pursuant to 18 U.S.C. § 4100-4115. Currently, the United States has prisoner-transfer relationships with almost 70 countries.

Responsibilities and Opportunities:

The individual who fills this position will:

- process and review transfer requests and prepare recommendation memoranda assessing whether the transfer is appropriate;
- monitor transfer programs with and act as primary contact to foreign countries having a transfer treaty relationship with the United States;
- monitor and oversee the implementation of the transfer program in assigned states;
- participate in meetings and discussions with federal, state, and foreign officials about transfer matters;
- assist in training state and foreign officials about the prisoner transfer program;
- work with the U.S. Department of State, the Federal Bureau of Prisons, United States Attorneys' Offices, and federal law enforcement agencies on issues critical to the successful administration of the transfer programs;
- research legal and factual issues that arise in administering the transfer program;
- draft legislation and legal memoranda;
- advise attorneys both in OEO and the Office of International Affairs about proposed treaties and amendments; and
- respond to numerous telephone and written inquiries regarding prisoner transfers matters, including Freedom of Information Act requests, correspondence from Congress, foreign embassies, state authorities, prisoners, prisoners' families, and private attorneys.

Qualifications:

Applicants must possess a J.D. degree, be an active member of the bar (any jurisdiction), and have at least five years of post-J.D. experience to be qualified at the GS-13 level; two and a half years of post-J.D. experience to be qualified at the GS-14 level; and five years of post-J.D. experience to be qualified at the GS-15 level. Applicants must also possess: a strong background in federal sentencing law and some experience with correctional

practices; 2) strong academic credentials as well as excellent research and writing skills; and 3) strong interpersonal and negotiation skills. The ability to read and understand Spanish, French or German is preferred, but is not mandatory.

Travel: The position also requires periodic local as well as overseas travel to countries having prisoner transfer treaties with the United States.

Salary Information: Current salary and years of experience will determine the appropriate salary level. The possible salary range is GS-13 (\$77,353 to \$100,554), GS-14 (\$91,407 to \$118,828), GS-15 (\$107,521 to \$139,774). (See OPM's Web page at www.opm.gov/oca/payrates/index.htm.)

Location: Washington, DC

Relocation Expenses: Relocation expenses are not authorized.

Submission Process and Deadline Date: To apply for this position, please submit a resume or current OF-612 (Optional Application for Federal Employment), and a current performance appraisal (if applicable). A current SF-171 (Application for Federal Employment) will be accepted as well. Applications should be mailed to:

U.S. Department of Justice
950 Pennsylvania Avenue, NW
Criminal Division, Office of Enforcement Operations
John C. Keeney Building, Room 1210
Washington, D.C. 20530-0001
Attn: Anna Azmi

If mailing your application via FedEx, please use the following address:

Anna Azmi
Criminal Division, Office of Enforcement Operations
1301 New York Avenue, NW, Room 1210
Washington, D.C. 20005

Or via e-mail to Anna.Azmi@usdoj.gov

A current SF-171 (Application for Federal Employment) will still be accepted as well. This position is opened until filled. No telephone calls please.

Internet Sites: This and other attorney vacancy announcements can be found at <http://10.173.2.12/oarm/attvacancies.html>

For more information about the Criminal Division and the Counterterrorism Section, visit the Criminal Division Web page at: <http://www.usdoj.gov/criminal/criminal-home.html>

Department Policies: The U.S. Department of Justice is an Equal Opportunity/Reasonable Accommodation Employer. It is the policy of the Department to achieve a drug-free workplace, and the person selected will be required to pass a drug test to screen for illegal drug use. Employment is also contingent upon the satisfactory completion of a background investigation adjudicated by the Department of Justice.

The Department of Justice welcomes and encourages applications from persons with physical and

mental disabilities and will reasonably accommodate the needs of those persons. The Department is firmly committed to satisfying its affirmative obligations under the Rehabilitation Act of 1973, to ensure that persons with disabilities have every opportunity to be hired and advanced.